



Agenda Posted: 1/20/15  
Amended Agenda Posted: 1/26/15

CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE**  
**BOARD OF FUNERAL SERVICES**

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: [DPR.DELAWARE.GOV](http://DPR.DELAWARE.GOV)  
EMAIL: [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us)

**PUBLIC MEETING NOTICE:** **Delaware Board of Funeral Services**

**DATE AND TIME:** **Tuesday, January 27, 2015 at 10:00 a.m.**

**PLACE:** 861 Silver Lake Boulevard, Dover, Delaware  
**Conference Room B**, second floor of the Cannon Building

**APPROVED:**

**AMENDED AGENDA**  
(Amended items are indicated by an asterisk\*)

- 1.0 **CALL TO ORDER**
- 2.0 **REVIEW AND APPROVAL OF MINUTES**
  - 2.1 November 25, 2014
- 3.0 **UNFINISHED BUSINESS** -- None
- 4.0 **NEW BUSINESS**
  - 4.1 **RATIFICATION OF LICENSURE**
  - 4.2 **REVIEW OF RESIDENT INTERN REPORTS**
    - 4.2.1 Albert DeMoss, Jr.
      - 4.2.1.1 1<sup>st</sup> – 4<sup>th</sup> Quarterly Progress Reports
      - 4.2.1.2 28 Embalming Reports\*
    - 4.2.2 Taneesha Smith
      - 4.2.2.1 1<sup>st</sup> – 4<sup>th</sup> Quarterly Progress Reports
      - 4.2.2.2 25 Embalming Reports
  - 4.3 **REVIEW OF APPLICATIONS FOR LICENSURE**
    - 4.3.1 Albert DeMoss, Jr., Funeral Director
    - 4.3.2 Christine Coale, Funeral Director
    - 4.3.3 Miller's Funeral Home, Funeral Establishment Permit
  - 4.4 **REVIEW OF APPLICATIONS FOR CONTINUING EDUCATION APPROVAL** -- None
    - 4.4.1 National Funeral Directors & Morticians
      - 4.4.1.1 Leadership: What Type of Leader Are You?, February 9, 2015, Requesting 1 CEU
      - 4.4.1.2 Professionalism: Are You Prepared to be Recruited?, February 9, 2015, Requesting 1 CEU
    - 4.4.2 National Funeral Directors & Morticians
      - 4.4.2.1 On the Banks of the River: Lunch & Learn, April 19, 2015, Requesting 2 CEUs
      - 4.4.2.2 Leadership: Are You Ready?, April 19, 2015, Requesting 1 CEU
      - 4.4.2.3 OSHA & FTC: Get The Facts, April 20, 2015, Requesting 2 CEUs
      - 4.4.2.4 Organ & Tissue Donations: How Does It Affect Your Embalmer?, April 21, 2015,

- Requesting 1 CEU
    - 4.4.2.5 A Symposium: Embalming the Organ & Tissue Donor Case, April 21, 2015, Requesting 2 CEUs
  - 4.4.3 The International Conference of Funeral Service Examining Boards, Inc.
    - 4.4.3.1 Board Member Training Program, February 24, 2015, Requesting 7.5 CEUs
    - 4.4.3.2 Funeral Service Administrators Forum (AEFSB), February 25, 2015, Requesting 4 CEUs
    - 4.4.3.3 Examination Services Forum, February 25, 2015, Requesting 1 CEU
    - 4.4.3.4 Conference Model Practice Act Presentation, February 25, 2015, Requesting 1 CEU
    - 4.4.3.5 Examination Security Legal Issues: Best Practices Before, During, and After an Exam Presentation, February 25, 2015, Requesting 1 CEU
    - 4.4.3.6 "Recent Cases & What We Need to Learn" Presentation, February 25, 2015, Requesting 1 CEU
    - 4.4.3.7 "Statutory Authority – What Can You Do As A Board?" Presentation, February 26, 2015, Requesting 1 CEU
    - 4.4.3.8 "Board Collaboration in Regulation" Presentation, February 26, 2015, Requesting 1 CEU
    - 4.4.3.9 District Meetings, February 26, 2015, Requesting 1.5 CEUs
    - 4.4.3.10 "Alternative Certifications" Presentation, February 26, 2015, Requesting .75 CEU
    - 4.4.3.11 Group Exercise, February 26, 2015, Requesting 2 CEUs
- 4.5 2012 – 2014 CONTINUING EDUCATION AUDIT – REVIEW ORIGINAL AUDIT SUBMISSIONS
  - 4.5.1 William B. Carpenter, Jr.
  - 4.5.2 Cornelius E. Melvin
  - 4.5.3 Edward S. Hannigan
  - 4.5.4 John E. Meyer
  - 4.5.5 Joseph M. Ostrowski
  - 4.5.6 Robert J. Lakatos
  - 4.5.7 Timothy J. Meyers
  - 4.5.8 Lisa A. Nugent
  - 4.5.9 Derrick E. Gore
  - 4.5.10 Ray Rogers
  - 4.5.11 Gregory G. Kaznowsky
  - 4.5.12 Kip K. Bell
  - 4.5.13 William D. Zwicharowski
  - 4.5.14 Matthew J. Grieco
  - 4.5.15 Michael M. Platt
  - 4.5.16 John Charles McCormick
  - 4.5.17 Andrea N. Torruellas
  - 4.5.18 Robert T. Foard, Jr.
  - 4.5.19 John M. Holloway
  - 4.5.20 Stephen L. Schaech
  - 4.5.21 James Edward Barranco
- 5.0 **COMPLAINT UPDATES AND CONSENT AGREEMENTS**
  - 5.1 COMPLAINT UPDATES
    - 5.1.1 Complaint 27-03-13 Closed
    - 5.1.2 Complaint 27-01-14 Closed
    - 5.1.3 Complaint 27-06-14 New Complaint (not assigned)
  - 5.2 HEARING OFFICER RECOMMENDATIONS – None
  - 5.3 CONSENT AGREEMENTS – None
- 6.0 **CORRESPONDENCE** – None
  - 6.1 Conference Model Act for Funeral Service – Final Draft Approved Jan. 7, 2015\*
- 7.0 **JOINT SUNSET REVIEW PROCESS** - None

**8.0 OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

8.1 Feedback Communication on Proposed Legislation – Director's Office

Gayle MacAfee

**9.0 PUBLIC COMMENT**

**10.0 NEXT MEETING** – Tuesday, March 24, 2015 at 10:00 a.m., Second Floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, DE 19904

**11.0 ADJOURNMENT**

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date (excluding weekends and State holidays):

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

**BOARD MEMBERS:** PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.